

HILLSDALE COUNTY ROAD COMMISSION

March 13, 2025

MINUTES

Meeting was called to order by the Vice Chair, Gary Leininger, on Thursday, March 13, 2025, at 10:07 a.m. at the road commission office.

Members Present: Gary Leininger, Mike Parney, Mark Kline, and Kathy Schmitt.

Members Absent: Bob Godfrey.

Staff Present: Bob Griffis, Manager.  
Kathryn Kirkpatrick, Clerk.  
Kwinn Leva, Administrative Assistant.

Visitors Present: Doug Ingles – Hillsdale County Commissioner.  
Don Hobbs.  
Nicholas Bentley.  
Jim Koers.  
Dave Cook.  
Mary Smith.  
Howie Kesselring.

**Pledge of Allegiance**

**APPROVAL OF AGENDA**

#25-025 Kathy Schmitt moved, Mark Kline supported, to approve the agenda for March 13, 2025.

Motion Carried.

**APPROVAL OF MINUTES**

#25-026 Mark Kline moved, Kathy Schmitt supported, to approve the minutes for February 27, 2025, for the regular meeting.

Motion Carried.

**CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF**

#25-027 Mark Kline moved, Kathy Schmitt supported, to approve the following:

Bills in the amount of \$472,655.19 and electronic funds transfer in the amount of \$84,311.39 for a total of \$556,966.58 per Regular Accounts Payable Check Register dated March 6, 2025, as authorized by clerk and accounts payable clerk.

Motion Carried.

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**CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF**

#25-028 Mike Parney moved, Mark Kline supported, to confirm the following:

Regular payroll in the amount of \$117,439.51 per Payroll Check Register dated March 13, 2025, as authorized by the manager and clerk.

Motion Carried.

**TREASURER'S REPORT PRESENTED**

The treasurer's report was presented by the clerk as follows:

|                                      |                 |
|--------------------------------------|-----------------|
| Beginning Balance-Cash & Investments | \$ 2,272,319.98 |
| Receipts                             | \$ 822,976.83   |
| Disbursements                        | (\$ 674,406.09) |
| Ending Cash & Investments Balance    | \$ 2,420,890.72 |
| Less: Bonds in Escrow                | (\$ 10,250.00)  |
| CD Reserved for 2 trucks             | (\$ 673,078.13) |
| Ending Available Fund Balance        | \$ 1,737,562.59 |

Note: Outstanding Accounts Payable = \$ 30,002.30

As there were no questions or comments regarding the report, the chair declared the report to stand approved as read.

**LIMITED PUBLIC COMMENT**

At 10:17 A.M., the vice chair opened the meeting to limited public comment.

Jim Koers addressed the board regarding contract negotiations.

Howie Kesselring addressed the board regarding the condition of Houseknecht Rd.

Mary Smith addressed the board regarding the condition of Houseknecht Rd.

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Don Hobbs addressed the board regarding the agenda, contract negotiations, and an Open Meetings Act Violation.

Nicholas Bentley addressed the board regarding the sign truck and contract negotiations.

David Cook addressed the board regarding berms on the roads.

**Manager's Comment**

Received a letter from MCRSCIP regarding open board positions.

Scraping as much as possible this week.

Cold patching this week.

Met with a cold patch vendor reference road damage from Amish traffic on the roads.

Submitted permit to EGLE for Elm Road Bridge.

Met with EGLE for the Buckeye Road west of Bird Lake Road Culvert and Somerset Road north of Stewart Road Structure.

Contractor expects to begin construction in mid-May for the 2024 Federal Aid Project.

Working on the grade inspection package for the 2026 Small Urban Project and 2026 Safety Project.

Awaiting file review from MDOT for the 2024 Safety Project.

Soil Erosion and Sedimentation Control Audit went well.

Working on resubmitting funding for the Local Bridge Program.

Working on getting all the projects entered for the TAMC RT Report.

Spoke with UPM who holds the bid for cold patch and they asked to extend their bid another year.

Would like to purchase a larger trailer to haul larger items such as large stumps and large chunks of asphalt.

Frost Laws will remain in place for another two to three weeks.

**Old Business**

**APPROVE TO EXTEND CONTRACT WITH UPM FOR COLD MIX FOR ONE YEAR**

#25-029 Mike Parney moved, Mark Kline supported to approve to extend the contract with UPM for one year for cold mix at the price of \$129.10 per ton.

Motion Carried.

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**MOTION TO TAKE SIGN TRUCK BID BACK TO THE TABLE**

#25-030 Mark Kline moved, Kathy Schmitt supported, to bring the bid for the Arial Lift/Sign Truck bid back to the table.

Motion Carried.

**ARIAL LIFT/SIGN TRUCK BID AWARDED**

Bids were opened February 27, 2025 at for an Arial Lift/Sign Truck. One bid was received. The bid was tabled until March 13,2025.

#25-031 Mark Kline moved, Mike Parney supported, to award the bid for the arial lift/sign truck to Custom Truck One Source for \$184,450.00. Copy of bid tabulation attached.

Motion Carried.

**New Business**

**MOTION TO BUY DUMP TRAILER**

#25-032 Mark Kline moved, Mike Parney supported, to purchase a 2004 Benson Rockbuster Quad Axle Dump Trailer for \$38,000.00 from Rising Excavating.

Motion Carried.

**APPROVE RESOLUTION #25-002 - APPLICATION FOR FY 2028 LOCAL BRIDGE PROGRAM**

#25-033 Mark Kline moved, Kathy Schmitt supported, to approve resolution #25-002 to Approve the Application for FY 2028 Local Bridge Program.

Yeas: Gary Leininger, Kathy Schmitt, Mark Kline, Mike Parney

Nays: None.

Motion Carried.

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**TOWNSHIP AGREEMENTS APPROVED**

The following township agreements were presented for board approval:

| <u>Township</u> | <u>Work Type</u>  | <u>Est. Cost</u> | <u>Twp Share</u> |
|-----------------|---|------------------|------------------|
| Camden          | Road Stabilization – 29 Miles<br>2 Applications   | \$ 34,800.00     | \$ 17,400.00     |
| Camden          | Spot Gravel Patch – 2,2500 Ton<br>Various Roads   | \$ 74,250.00     | \$ 33,750.00     |
| Camden          | Paver Patch, Sealcoat, Fog Seal, & Shoulder Gravel – 0.62 Miles<br>Territorial Rd to M-49 | \$ 116,550.00    | \$ 77,750.00     |

**#25-034** Mike Parney moved, Mark Kline supported, that the township agreements, contingent on prioritization, be approved and signed.

Motion Carried.

Board addressed the Safety Director Position.

Board addressed Camden Road.

Board addressed Genesee Road.

Board addressed work in Hillsdale Township.

Board addressed dirt and construction vehicles parking on Lanphere Drive.

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**LIMITED PUBLIC COMMENT**

At 11:22 A.M., the vice chair opened the meeting to limited public comment.

Don Hobbs addressed the board regarding HCRC policies.

Nicholas Bentley addressed the board regarding the sign truck bid and contract negotiations.

Jim Koers addressed the board regarding contract negotiations and Jefferson Township.

Mark Kline addressed the board regarding a bill in Lansing for local roads.

**MEETING ADJOURNED 11:32 A.M.**

#25-035 Mark Kline moved, and Gary Leininger seconded, to adjourn the meeting at 11:32 a.m.

  
Vice Chair

  
Clerk

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BID TABULATION FOR ONE 16,001# - 19,500# GVW, CLASS 5, CAB & CHASSIS TRUCK WITH 37' - 45' ARIAL LIFT, SIGN TRUCK

Bid Date: February 27, 2025 Time: 10:30 AM

| BIDDER   | NEW SIGN TRUCK (\$/ea) | 4 x 4 GVW (lbs.) | Add'l Price for 4x4 (\$/ea) | Total Cost | Warranty Period                                | TERMS | Delivery Date                           | PRICE FIRM THRU |
|--|------------------------|------------------|-----------------------------|------------|--|-------|---|-----------------|
| Custom Truck One Source<br>9230 Cedar Knoll Dr.<br>Grass Lake, MI 49240  | \$ 186,125.00          |                  |                             |            | 1 year Full Body, Truck Warranty per Ford F550 |       | 30 days after receipt of purchase order |                 |
| Versalift Midwest<br>51761 Danview Technology Ct<br>Shelby Twp, MI 48315 |                        |                  |                             |            |  |       |   |                 |
| Power Line Rent E-Quip, Inc<br>42 Noble Ave NE<br>Roanoke, VA 24012      |                        |                  |                             |            |  |       |   |                 |
| McClain & Co<br>19152 Germanna Hwy<br>Culpeper, VA 22701                 |                        |                  |                             |            |  |       |   |                 |
| MacAllister Rentals<br>6900 Whitmore Lake Rd<br>Whitmore Lake, MI 48189  |                        |                  |                             |            |  |       |   |                 |
| Kalida Truck Equipment<br>515 Broad St<br>Kalida, OH 45853               |                        |                  |                             |            |  |       |   |                 |
| Viking-Cives Great Lakes<br>1405 Shiga Dr<br>Battle Creek, MI 49037      |                        |                  |                             |            |  |       |   |                 |
|  |                        |                  |                             |            |  |       |   |                 |
|  |                        |                  |                             |            |  |       |   |                 |
|  |                        |                  |                             |            |  |       |   |                 |
|  |                        |                  |                             |            |  |       |   |                 |

Bid Awarded to: \_\_\_\_\_ by the Board of County Road Commissioners on March 13, 2025.